

Chief, Special Security Division

7 July 1954

Chief, Operations Branch

Operations Branch Statistical Report  
June 1954  
#99487

CLEARANCE ACTIVITY

STATUS OF COVERT CLEARANCE CASES

Pending Beginning of Month:

Security Clearance	631	
Operational Clearance	<u>762</u>	
Total		1393

Received During Month:

Security Clearance	357	
Operational Clearance	<u>397</u>	
Total		754 ✓

Completed During Month:

Clearances Issued or Recommended	491 ✓
Disapprovals and Recommendations	
Against Use	13 ✓
Administratively Closed	<u>40</u> ✓
Total	544

Pending End of Month:

Security Clearance	707	
Operational Clearance	<u>896</u>	
Total		1603

SSD Chief
Dep. Chief
A. to Chief
A. to Dep.
✓ A. to Insp.
Chief, SRB
Chief, Cover
Chief, Ops.
Chief, Desk
Chief, Sec.
Chief, Insp.
Chief, Eval.
GC Desk
Open Desk
SSD Files

**SECRET**STATUS OF OVERT AND SEMI-COVERT CLEARANCE CASES

## Pending Beginning of Month:

25X1A5a1

[REDACTED]	2	
State Police	1	
Field Offices	848	
Overt Name Checks	1023	
Unassigned	<u>185</u>	
Total		2059

## Received During Month:

25X1A5a1

[REDACTED]	22	
State Police	0	
Field Offices	482	
Overt Name Checks	463	
Total		967

## Completed During Month:

25X1A5a1

[REDACTED]	2	
State Police	1	
Field Offices	449	
Overt Name Checks	<u>399</u>	
Total		851

## Pending End of Month:

25X1A5a1

[REDACTED]	20	
State Police	0	
Field Offices	943	
Overt Name Checks	1087	
Unassigned	<u>125</u>	
Total		2175

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Applicant Type Cases:

Received	283
Closed	301
Average time necessary to complete ATC investigation	45 days

SUPPORT ACTIVITY

SUPPORT CASES

Pending Beginning of Month:

Operational Support	45	
Special Inquiry	494	
Covert Name Checks	<u>119</u>	
Total		658

Received During Month:

Operational Support	35	
Special Inquiry	156	
Covert Name Checks	<u>20</u>	
Total		211

Completed During Month:

Operational Support	33	
Special Inquiry	142	
Covert Name Checks	<u>21</u>	
Total		196

Pending End of Month:

Operational Support	47	
Special Inquiry	508	
Covert Name Checks	<u>118</u>	
Total		673

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Total supervisory hours devoted to support cases and miscellaneous support matters - 2441

Percentage of total supervisory time devoted to support cases and miscellaneous support matters - 48 %

#### DELINQUENT CASES

Number of cases pending over 90 days in Branch - 533

#### TOTAL PENDING INVESTIGATIVE CASES

Covert	1603
Overt and Semi-Covert	2175
Support	673
Cases Being Processed in CRS	<u>89</u>
Total	4540

#### SO DISAPPROVALS IN COVERT CASES

According to the records of the Covert Records Section, a total of two disapprovals for covert use were forwarded out of the Security Office during June 1954. Both cases were disapproved on the grounds of questionable loyalty.

The Case Numbers are as follows:

25X1A13e



25X1A9a



#### DISTRIBUTION:

Chief, SSD  
Deputy Chief, A&TS  
Cover Branch  
SRB  
Operations Branch

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PERSONNEL SECURITY BRANCH REPORT FOR: JUNE 1954

## I. Overt and Semi-Covert Applicant-Type Cases

## A. CASE RECORD:

1. Cases on Hand at 1st of Month -  
     Under Investigation: 923  
     In Process in Security Division: 396  
     TOTAL: 1319

2. Cases Opened During Month\*: 787 ✓

3. Total Cases on Hand and Opened: 2106

4. Cases Handled During Month -  
     Approvals: 387 ✓  
     Disapprovals: 14 ✓  
     Closed Before Completion: 167 ✓  
     TOTAL: 568

5. Cases on Hand at End of Month -  
     Under Investigation: 951  
     In Process in Security Division: 587  
     TOTAL: 1538 ✓

\*Does not include cases sent from Personnel after: 22 June 1954

## B. INVESTIGATIVE RECORD:

Under investigation at 1st of Month: 923  
 Submitted for investigation during Month: 466  
 Sub-TOTAL: 1389

Investigation completed: 359  
 Recalled from investigation: 79  
 Sub-TOTAL: 438

Under investigation at end of month: 951

## D. RECORD ON T.O. APPLICANT CASES ONLY

1. Pending at 1st of Month: 633  
 2. Cases Opened During Month: 564  
 3. Total on hand and opened: 1197  
 4. Closed during month -  
     Approvals: 313  
     Disapprovals: 10  
     Closed before completion: 99  
     TOTAL: 422  
 5. Pending at end of Month: 775

## E. CLEARANCE RECORD

Type	All Cases	T.O. Applicants	EOD Clearances
Provisional for Unclassified duties:	215	205	205
Limited thru Secret:	7	6	0
Full Clearance:	387 609	313 524	170 375

C. I-Number of cases completed by investigative facilities during Month: 359  
 II-Number of these cases on which a final decision was made: 244  
 III-Average number of calendar days to process a case to final decision: 50\* ✓  
 IV-Average number of calendar days to investigate these cases: 37\*  
 V-Average number of calendar days to process these in Security Division: 13\*

\*During June 1954 there was a special drive to clear some 200 clerical cases.

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## PERSONNEL SECURITY BRANCH REPORT FOR: JUNE 1954

2. Type Case or Action	Contact Div. Citizen Cases	Contact Div. Alien Cases	Classified Procurement Cases	Technical Contact Cases	Administrative Support Cases	Miscellaneous Cases
Pending at First of Month	916	124	357	22	53	26
Received During Month	356	59	104	0	11	1
Total Received and on Hand	1272	183	461	22	64	27
Completed During Month	184	57	120	5	16	4
Pending at End of Month	1088	116	341	17	48	23

3. Liaison Activity:

a. Number of Requests for name-checks from Other Agencies: 2247  
 b. Number of Files Reviewed for Agents of Other Agencies: 166

4. Interviews

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a. Exit interviews of persons resigning or going on extended leave: 163  
 b. Overseas briefings -

Initial: 134  
 Final: 183  
 Sub-Total:

317

c. Returnee Interviews: 153  
 d. Briefings of Dependents: 5  
 e. Interviews for purpose of developing information or warning: 7  
 TOTAL: 645

## 5. Transfer Actions Reviewed: 306

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2 July 1954

PHYSICAL SECURITY BRANCH

Statistical Report

June 1954

I. Security briefings held during the month of June under the auspices of the Chief, Security Division:

	<u>Classes Held</u>	<u>Attendance</u>
Basic (New Personnel)	3	57
Special	0	0
TOTAL	3	57

II. Classified waste collected daily from all CIA Buildings and destroyed by burning:

Total for Month - 124,600 pounds

III. Safe combinations and repair operation:

<u>Combinations Changed</u>	<u>Secondary Repairs Made</u>	<u>Major Repairs Arranged For</u>
550	344	45

IV. Security identification processing of personnel:

Identification Processing  
(Fingerprinting, Photo-  
graphing, Secrecy Agree-  
ment, Reading of Security  
Regulations, Scheduling  
for Security Indoctrina-  
tion, etc.)

<u>Regular Badges Made and Issued</u>	<u>Limited and Special Passes Made and Issued</u>	<u>Regular Badges Destroyed</u>	<u>Limited &amp; Special Passes Destroyed</u>
333	142	474	87

221

Fingerprints Taken In  
Addition to Those In-  
cluded in Regular  
Indoctrination

Reissuance of  
Badges Turned  
In For Safekeeping  
While on Leave, TDY

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V. Night Security inspections of the various CIA organizational units made by representatives of this Branch:

<u>Office</u>	<u>Number of Inspections Made</u>	<u>Number of Buildings</u>
Director's Office)		
DD/CIA )		
DD/Plans )	26	
DD/Intelligence )	Daily	1
DD/Administration)	Staff	
Inspector General)	Duty	
	Checks	
ONE	2	1
OSI	0	1
ORR	5	5
OIC	1	1
OCI	0	3
OCD	9	7
O-O	10	4
DD/P	23	6
Communications	6	5
Training	9	9
Personnel	5	2
SO	4	2
DD/A-Subordinate Offices		
Comptroller's Office	6	4
General Counsel	2	2
Medical Office	2	2
Logistics Office	11	10
Audit Office	1	1
GPO	0	3

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VI. Security violations involving unlocked safes and exposed classified material detected as a result of inspections conducted during non-working hours by representatives of the Branch and by the guards:

<u>OFFICE</u>	<u>EXPOSED</u>	<u>CLASSIFIED MATERIAL</u>	<u>OPEN</u>	<u>TOTAL</u>	<u>NUMBER OF</u>
	<u>Top Secret</u>	<u>Secret and Conf.</u>	<u>SAFES</u>	<u>VIOLATIONS</u>	<u>SAFES &amp; VAULTS</u>
Director's Office	0	0	0	0)	
DD/CIA	0	0	0	0)	
DD/Plans	0	0	0	0)	
DD/Intelligence	0	0	0	0)	64
DD/Administration	0	1	0	1)	
Inspector General	0	0	0	0)	
ONE	0	0	0	0	53
OSI	0	0	1	1	266
ORR	0	3	1	4	782
OCI	0	0	1	1	386
OGD	0	4	1	5	703
OIC	0	0	0	0	9
O-O	0	4	0	4	304
DD/P	0	7	10	17	2441
Communications	0	1	0	1	282
Training	0	2	1	3	253
Security Office	0	0	3	3	259
Personnel	0	1	0	1	232
DD/A - Subordinate Offices					
Comptroller	0	0	2	2	462
General Counsel	0	0	0	0	17
Medical Office	0	0	1	1	34
Logistics Office	0	0	0	0	566
Audit Office	0	0	0	0	10
GPO	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>	<u>      </u>
Total	0	23	21	44	7123

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VII. Visitors processed by the receptionists in the various CIA buildings:

<u>BUILDINGS</u>	<u>PURPOSE OF VISITS</u>				<u>TOTALS</u>
	<u>General Visitors</u>	<u>Applicants for Employment</u>	<u>Employees Forgotten Badges</u>	<u>Deliveries and Repairs</u>	
North	24	3	8	20	55
	226	218	13	12	469
	148		3	17	168
	291	26	24	26	367
	101		2		103
	425	20	63	32	540
	227		86	94	407
	471		117	27	615
	765	231	68	196	1260
	178		24	9	211
	241		51	44	336
	563	1	45	37	646
	3				3 <sup>v</sup>
	753	576	31	89	1449
	21	189	2		212
	178	25	31	65	299
	326		23	163	512
	<u>85</u>		<u>33</u>		<u>118</u>
TOTALS	5026	1289	624	831	7770

In addition to the above, 691 applicants for positions were admitted to the Personnel Office interview room in North Building, adjoining the Reception Room. These persons were logged by the Receptionists but visitor passes were not issued to them as they did not enter the building proper.

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VIII. Credential Record:

Contact Issued.....	2
Firearms Issued.....	1
Courier Destroyed.....	1
After-Hours Inspection Destroyed....	1
CIA Identification Card Destroyed...	3
Temporary Contact Destroyed.....	18

IX. In addition to the above, numerous conferences, inspections and surveys were conducted covering a variety of physical security problems. Following are listed some of the major accomplishments:

a. Conferences held with Office Security Officers	8
b. Consultants who attended basic indoctrination	3
c. Special security investigations concerning lost documents, improper transmission, material found outside protected areas, etc.	9
d. Safety meetings and conferences attended	16
e. Special safety inspections completed	24
f. Fire drills conducted	4
g. Building emergency plans reviewed	5
h. Fire and Safety Surveys completed	1
i. Major building and area security surveys conducted:	
Headquarters Area	15
Out of town	1
j. Building security conferences held	9
k. Special instructions given to Night Security Officers	35
l. Special Guard instructions issued in writing	2
m. Special instructions given to Receptionists	3
n. Entries made in Limited Pass Control Book by NSO's	1309
o. Fingerprint cards forwarded to FBI for processing	123
p. Security matters resolved by NSO's during non-working hours.	516
q. Conferences held on locks, safes and similar equipment	3
r. Technical security inspections conducted:	
Headquarters area	1
Out of town	0
s. Armed support furnished:	
Headquarters area	3
Out of town	1

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Distribution

Orig - [redacted]  
1 - [redacted]

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